

SERC MEETING

March 8, 1999

John Pack began the meeting at 11:05 a.m. for those in attendance please see attached roster.

The minutes of January 25, 1999 were reviewed. Mr. Pack asked for corrections, deletions or additions. Roy McCallister moved to accept the minutes as published, Rick Atkinson seconded. Motion passed.

HMEP Grants - Mr. Pack said Ohio County has requested additional information concerning the denial of their HMEP Grant request. Mr. Pack indicated he would respond appropriately.

SERC Grants - Braxton County has applied for a SERC Grant, unfortunately they have not submitted By-Laws for review so their grant will be turned down.

Old Business - None

Plan Reviews - Kim Hallam said Logan County has submitted their plan for review, they have met all 9 required criteria and have been encouraged to work on the remaining areas of the plan. Joe Wyatt moved to accept the plan as submitted, Rudy Raines Seconded. Motion passed.

LEPC Membership Approvals - None

By-Laws - Rick Atkinson made a motion if by-laws are approved before 1 July of each year an LEPC may still apply and receive their grant for the current and previous year. Roy McCallister Seconded. Motion passed. Mr. Pack is concerned with the quality of By-Laws being submitted. Of the 10 By-Laws submitted only 4 were signed by either LEPC Chairperson/membership, County Commission or OES Director. Joe Wyatt said he felt it was important the county commission review these documents since they are ultimately responsible if it is not done correctly. Rick Atkinson asked if we have received a legal opinion on this question yet. Mr. Pack said no. Mr. Pack feels either the county commission or LEPC can sign the document. Rick Atkinson felt we should require by-laws to be signed, those previously approved should be returned to the LEPC for signatures. Mr. Pack indicated several of the documents have minor discrepancies such as what constitutes a quorum, number of meetings, who can be on the LEPC etc. Mr. Pack feels a committee should be set up to review the documents before they are presented to the SERC. Mr. Pack also said we could approve the documents with the stipulation they be amended as a condition of approval. Jim Cox asked about the requirements for plans, do they need signatures? Rick Atkinson made a motion; plans and by-laws will require signatures from their LEPC's with their submittals; LEPC's previously approved or accepted who do not have signatures will be required to resubmit by-laws with signatures. Current by-laws requiring signatures and/or small corrections will be accepted and/or approved with the stipulation they resubmit with signatures and

corrections to the SERC as a condition of approval/acceptance. Roy McCallister asked to amend the motion; signature is defined as Chairperson, Vice-Chairperson, County Commission and/or President of County Commission. Loretta Bittner Seconded.

Motion passed. By-Laws passed are Berkeley, Greenbrier, Harrison, Hardy, Jackson, Logan, McDowell, Mineral, Ritchie and Webster. Counties that require signatures or minor changes will be notified by letter and asked to resubmit with the corrected documentation. Rick Atkinson noted LEPC's have not been given specific criteria/requirements for by-laws, he feels they should be trained on SERC's requirements.

Training Subcommittee - A letter has been drafted requesting various groups (1st responders, state police, ems etc.) consolidate training requirements. Mr. Pack feels it is a good letter but it should be signed by division heads to the individual groups (Walt Smittle, Gary Edgel and Mark King). Mr. Pack will be attending a division head meeting and will discuss the situation with Mr. Smittle, Mr. Edgel and Mr. King. Mr. Pack will report the discussion back to the SERC. Jim Cox suggested anyone who could be involved in a potential hazard : 1st Responders, DOH, PSC etc. should take awareness training (Basic concepts/Level one). Rudy Raines said Kanawha/Putnam LEPC sent out a survey last month to 44 fire departments in Kanawha and Putnam counties. 40% of responses indicate personnel are qualified to respond to hazard level 1, if you include paid fire departments 53% are qualified.

Y-2K - Mr. Pack informed the SERC that OES is continuing to work on coordination of the Y2K issue for the state. OES has held 3 meetings to date with a 4th planned on April 15, 1999. OES will be activated on the 30th of December - 5 January 2000, to facilitate any necessary action.

New Business - Mr. Pack said he had received a new HazMat book (produced by FEMA) from Mr. Smittle, the book is \$70.00 per issue and he feels first responders and EMS personnel should have access to this new material. It will cost approximately \$35,000 to purchase the comprehensive volume. Rudy Raines indicated Mr. Smittle is very enthusiastic about the book but he has not read it yet. Mr. Pack suggested the training committee review the book with other books already on the market and report back to the SERC. Loretta Bitner (PSC) asked if there are specific guidelines for sole source providers for purchasing the book or will it need to be bid out? It was felt alternate sources should also be checked and a telephonic vote taken if necessary. Mr. Pack also said a HazMat Coordinator position has been difficult to fill but OES is continuing to interview applicants. The new EPA gasoline legislation is now in effect. Retail gasoline service stations with underground storage tanks in compliance with state and federal regulations thresholds have been raised to 75,000 gallons for gasoline and 100,000 gallons for diesel fuel. This will effectively eliminate 80-90% of the retail gasoline stations presently reporting (and paying a fee) within the state.

The next SERC Meeting is scheduled for May 3, 1999, 11:00; and the State

Agency Coordinators Meeting is be scheduled for May 3, 1999 at 10:00. Rick Atkinson moved to adjourn, Roy McCallister seconded: Meeting adjourned at 12:25 pm.